

APPENDIX F

CHECKLIST OF GENERAL CDBG REQUIREMENTS FOR FFY 2008 APPLICATIONS FOR HOUSING & NEIGHBORHOOD RENEWAL PROJECTS

Appendix F is a checklist for CDBG applicants for FY2008 Housing and Neighborhood Renewal projects – it is intended to help you and CDBG make sure that all of the applicable general requirements have been addressed.

The **right-hand column** in the chart below informs applicants where the General CDBG Requirements are addressed in the FFY 2008 Housing and Neighborhood Renewal Facilities Application Guidelines and in Appendices A through V.

INSTRUCTIONS FOR COMPLETING APPENDIX F: The left-hand column on the form below **must be filled out**, as applicable, by grant applicants. Applicants must cite the page reference in their application where the General Requirements are addressed.

Appendix F is not intended as an outline or format for the organization of the content of the application. CDBG Application Instructions and Format are given in *Appendix D*.

<u>Cite page reference in your application</u> -- or indicate that the requirement is <u>Not Applicable (NA)</u>	<u>GENERAL REQUIREMENTS</u>	Page References In the <u>CDBG Housing and Neighborhood Renewal Application Guidelines for FFY 2008 and Uniform Housing Application (2006-2007 Edition)</u>
	Completion of the <u>Uniform Application for Montana Housing Loan, Grant & Tax Credit Programs (2006-2007 Edition)</u> .	Introduction (page i), Appendix D (D-1, D-5)
	<u>Consistency with CDBG's Primary Objective:</u> Show that the project is consistent with CDBG's primary objective.	Page 2; and Appendix B
	<u>Consistency with National and State CDBG Objectives:</u> Describe <u>one</u> national objective and <u>one</u> state objective that are most appropriate and pertinent to the proposed project.	Page 2; and Appendices B and C
No Response Required	Project Categories	Pages 2-4, 14
No Response Required	Eligible Activities	Pages 4, 18-22
No Response Required	Application Deadline: <u>December 7, 2007</u>	Page 4

<u>Cite page reference in your application</u> -- or indicate that the requirement is <u>Not Applicable (NA)</u>	<u>GENERAL REQUIREMENTS</u>	Page References In the <i><u>CDBG Housing and Neighborhood Renewal Application Guidelines for FFY 2008 and Uniform Housing Application (2006-2007 Edition)</u></i>
No Response Required	Grant ceilings	Page 5
	Applications involving Non-profit or For-profit Organizations as Partners	Pages 11, 30, 45-46, 49, 54-55; also <i>Appendix N</i> (Sections C and D) and <i>Uniform Housing Application</i> (Sections A, B, C and D)
	Documenting the Proposed Project's Benefit to Low and Moderate Income Persons	57-61, <i>Appendix J</i> and <i>Documenting Benefit to Low and Moderate Income Persons</i> (2007 Edition)
No Response Required	Number of Applications Permitted per Applicant	Page 11-12
	Re-application (Re-submission of an application previously submitted <u>for the same project</u>).	Pages 12-13, 37-38
	Resolution to Authorize Application	Appendix O
	Maps and Site Location Description	Appendix P
	Certifications for Application (with Signatures, Senate Districts, House District, Federal Tax ID Number required on page Q-12)	Appendix Q, Q-13